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Outlook

The University of Maryland Faculty and Staff Weekly Newspaper
Volume 12 Number 14 • December 9, 1997

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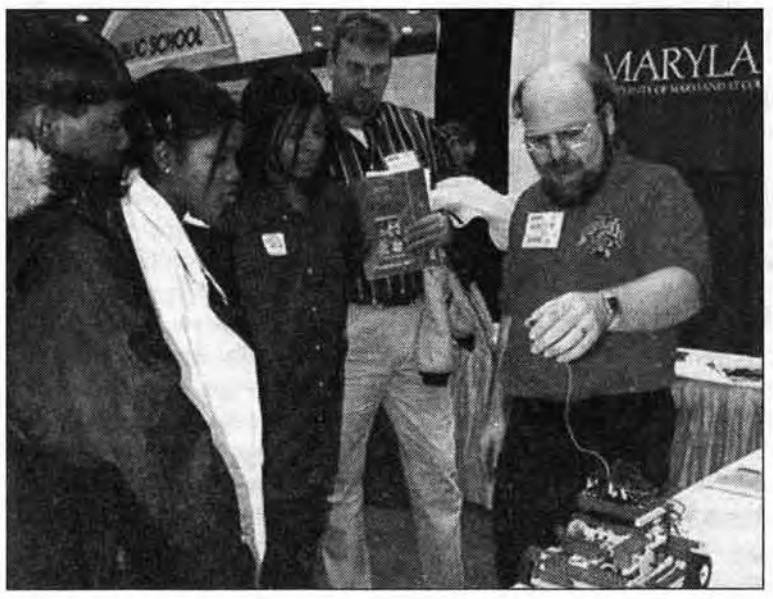
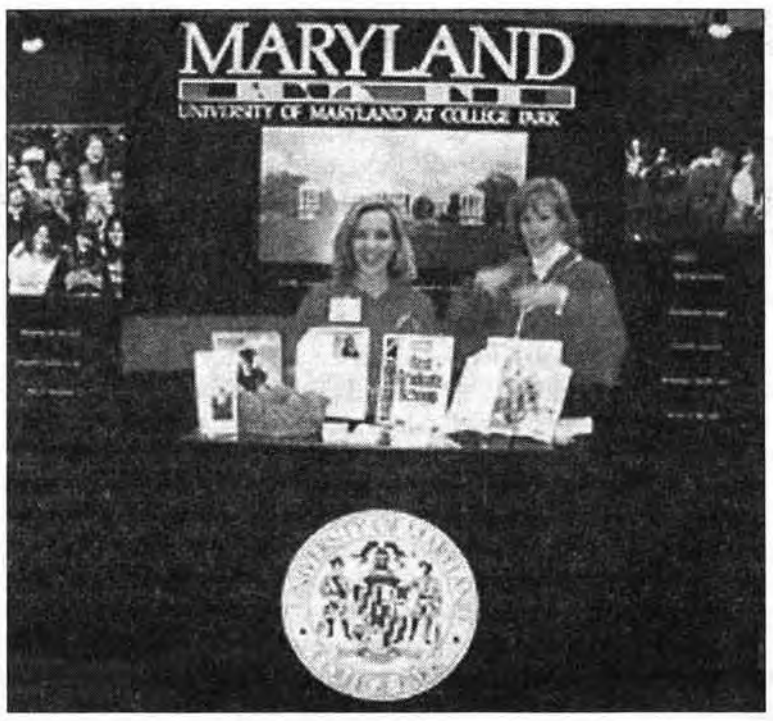
Showcase Highlights Technological Side of Maryland





Pictured clockwise from the top left: James Hendler of the computer science department demonstrates a robot made out of Legos, while other students visiting the showcase take a closer look at another one of the university's robotic creations. Manning the University of Maryland booth is Executive Assistant to the Dean for the Office of Continuing Education, Summer and Special Programs, Kelly Harris and Acting Executive Director for External Communications and Director of University Marketing, Teresa Flannery.

With an army of robots and rolls of red carpet, last week the university participated in the Third Annual Maryland Technology Showcase.

The "technology event for everyone." took place in Baltimore's Convention Center, and was home to nearly 150 exhibitors.

Through the showcase, the university was able to reach new clients for its business services, plus familiarize students with the university.

The university's business services which were highlighted at the showcase included executive training programs; continuing education; employee recruitment; technology licensing; and technical, business, research and funding support for technologically-oriented businesses.

For the younger showcase-goers, there were robots and the electric car to highlight the university's technological capabilities.

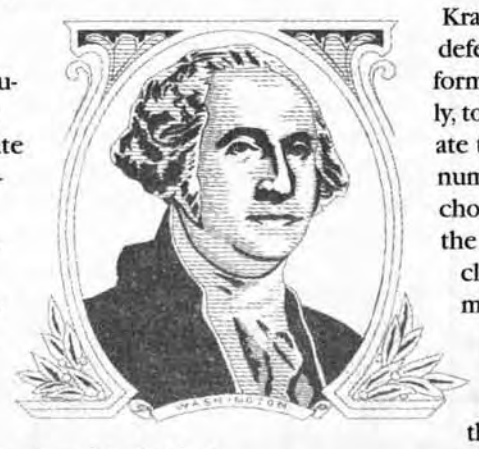
The State of Maryland partnered with several businesses in Maryland to sponsor the event, including AT&T, Andersen Consulting, IBM and Lockheed Martin.

In the Market to Invest? Take Stock of the Investors Group

You don't have to be a financially savvy, *Money* magazine-subscribing millionaire to know that the word on the street—and we're not just talking Wall Street—is invest. Hope to enjoy a comfortable retirement? Want to put that infant son or daughter through college 18 years from now? Then invest, and do it now.

Making those investments, whether you hire a broker, investment counselor or do it yourself, requires some knowledge of the field and some regular updating. Books, magazines and internet searches can provide information on making wise investments, but faculty and staff at the University of Maryland have a great resource right here on campus.

That resource is the University of Maryland Investors Group, billed as "an informal discussion forum on money matters." Novice and experienced investors alike meet regularly to be educated by experts, as well as each other on how best to make their dollars grow.



"This is not an investment club," cautions group founder Gary Kraske, associate director for administrative services, University Libraries. The focus of the meetings, he says, is strictly educational; to assist attendees in all money matters including identifying mutual funds and individual stocks, stock investment techniques and philosophy, and retirement, estate and financial planning issues. There are no fees or membership requirements.

"We don't want to impose a single, unwavering group-think standard on our members," says Kraske. "That would defeat the purpose for forming the group, namely, to educate and evaluate the overwhelming number of investment choices and products on the market and the claims of those promoting them."

Begun only one year ago, the group boasts more than 200 regular members, a web site and a model portfolio. All members of the University of Maryland community are invited to attend the group's meetings on the third Wednesday of each month. These noon meetings usually take place in McKeldin Library and run roughly one to one-and-a-half hours. Topics covered during the past year have included retirement planning, local small stocks, new tax laws and internet resources. And last September, Kraske and Dick Bosstick, benefits director, Office of Personnel, addressed investment opportunities for faculty and staff.

Kraske says he likes to invite local experts to speak. "They do it gratis because they know it could potentially get them some business," Kraske says of the experts, "but they're not allowed to make their presentation too much solicitation." They must also allow plenty of time for questions from members, he says.

Last May, Bob Torray of Torray Fund

—continued on page 3

November's CUSS Report

Council of University Support Staff member Jennifer Berkman reported on the Executive Committee meeting with the Chancellor, at which they discussed the need for development of System-wide staff development and training. It was suggested that the Council for University System Faculty also be involved in staff development. The new proposed sick leave policy was also discussed, and it was to be presented to the Board of Regents Finance Committee on Nov. 20, with a recommendation to move it forward. As proposed, the new sick leave policy would eliminate the use of "frequencies," and would establish a more equitable policy for all System employees. The proposed policy will be presented to the Board of Regents at their next meeting. It was also noted that System Human Resources representatives to the Council, Donald Tynes and Rosario Van Daalen, have done an excellent job of having the Council's concerns and suggestions incorporated into the proposed new sick leave policy.

The Council discussed the issue of employment "at will," and noted that there are inconsistencies among the various institutions. The BOT schools operate under an "at will" policy now, while the Board of Regents schools operate under a staff policy that holds after seven years of service, a staff member may be fired only for "cause." The Council agreed that one policy should cover all institutions. The Exempt Pay Program Task Force has discussed this issue; however, no decisions about employment policies will be made until later in 1998.

The Council agreed to send a letter to the Board of Regents, System officials and the institution presidents stating its concerns about the inequities across the System in the implementation of the "outstanding merit pay" policies for nonexempt employees. The letter included a statement showing the differences between the institutions' implementation of the outstanding merit pay program requirements, and requested that there be a systemwide program covering all nonexempt employees who receive "outstanding" ratings. Roy Ross delivered the letter to the Board of Regents Finance Committee on Nov. 20.

The Council sub-committees reported on current activities. The Legislative and Communications sub-committee is preparing an information packet to give to State Legislators that will include information on the Council, a membership roster, the Shared Governance policy and other information. In addition, an information packet that includes the names and districts of the legislators, together with a map showing the legislative districts will be given to Council members. This packet may also include sample letters that Council members could write to their own legislators, in support of legislation that is important to the Council and to University staff.

The Community Development sub-committee has been discussing staff development and the preparation of a mission statement, and is also conducting an overview of the institutions' staff councils and senates.

The Benefits sub-committee has been discussing the issue of "comp" time, who is entitled to it, and how it is used at each institution. The sub-committee has recommended that a systemwide policy be established.

The Exempt Pay Program Task Force is continuing to work on the exempt pay program, and position information forms have been sent to all exempt staff. If they have not already done so, every exempt staff member is urged to complete this form and return it to their supervisors as soon as possible. It is essential that every exempt staff member complete the position information form so that the Task Force can consider each job. Failure to complete the form could result in those jobs being left out of the Task Force considerations.

For those who may have missed it, the address for the Council's Home Page is as follows:
http://www.bowiestate.edu/aboutbsu/cuss/cussmain.htm

The next meeting will be on Dec. 16, at the University of Baltimore.

Commuter Affairs Department Gets New Name, New Staff Member

What has been the Office of Commuter Affairs for the last 25 years is now Commuter Affairs and Community Service (CACS). "The name change reflects how our roles and functions have evolved since the office assumed the responsibility for community service and service-learning in 1992," says Barbara Jacoby, director, CACS. In addition to providing comprehensive services and programs for commuter students, CACS also provides and supports many opportunities for students to participate in community service.

In the five years since CACS became responsible for community service, the office has developed a database of more than 650 community agencies that offer volunteer positions to students, a variety of publications for students and faculty, a monthly community service newsletter, a weekly mail reflector and several partnerships with community organizations and with different colleges within the university. "We offer direct assistance to individual students, student groups, faculty and staff who are interested in community service," says Jacoby.

Jacoby also notes the recent appointment of Marie Troppe as coordinator of service-learning. Troppe comes to the university from a teaching and academic administration position at the Community College of Vermont. Prior to that, she served as project associate on the Project for Integrating Service with Academic Study for Campus Compact, a national coalition of more than 500 college and university presidents who have committed their campuses to promoting public and community service.

For the previous five years, Troppe worked at the Volunteer and Public Service Center at Georgetown University in several roles including that of assistant director. She received her master's degree in English literature from the Catholic University of America. She has done extensive speaking and writing on service-learning and has consulted with numerous institutions across the country regarding the development of service-learning programs.

Troppe's arrival on campus has permitted CACS to expand its services to individual faculty, academic departments and colleges, says Jacoby. Troppe is available to work one on one with faculty who are interested in integrating service-learning into their courses. She is looking forward to exploring with faculty in all disciplines how service-learning can be a vehicle to enhance student learning and to enable students to apply their knowledge to meet community needs.

Troppe can be reach at 405-5387 or via e-mail at mtroppe@umdacc.umd.edu

Louis Goldstein Honors Phi Kappa Phi Honor Society Student

Louis Goldstein, comptroller of the treasury of the State of Maryland presented the Louis L. Goldstein Junior Scholarship to a University of Maryland, College Park member of the Phi Kappa Phi Honor Society at an awards banquet last Sunday.

The 1997 recipient of the $1,000 scholarship is Katherine Rockwell of Mt. Airy, Md., a junior kinesiology major with a 4.0 grade point average who plans to continue her studies in the field of physical therapy.

"I believe that working as a physical therapist will provide me with the opportunity to develop helping relationships with many people and satisfy my desire to make a positive contribution within my community," says Rockwell.

The awards banquet also honored Phi Kappa Phi faculty initiate Katherine McAdams, associate professor in the College of Journalism and acting director of the College Park Scholars program.

A second Goldstein Scholarship was awarded to Kristina Crawford, a University of Maryland University College psychology major who is serving in the military overseas.

The scholarship, which is awarded annually to a junior-year student with a 4.0 grade point average, is named after that year's recipient of the Phi Kappa Phi University Service Award. This year, Goldstein has been named to that honor. Past recipients of the University Service Award include Maryland State Delegate Nancy Kopp and Louis Kaplan, former chairman of the University of Maryland System Board of Regents.

Phi Kappa Phi Honor Society is celebrating its 100th anniversary this year. The society recognizes and encourages superior scholarship in all academic disciplines in the hopes that it will stimulate others to strive for excellence. Membership in the society is by invitation only.

Letter to the Editor

Dear Outlook,

I read with interest the article about Noriaki Azuma. I'd like to add that there's another Japanese Fulbrighter on campus this semester. Dr. Etsuko Taketani is doing research in the English department and has volunteered to teach one Honors course this fall. That's right—out of only 11 Japanese Fulbrighters, two of them came to the University of Maryland!

Dean Hebert
University Honors Advising Coordinator

✔ *Corrections*

• You loved him on Broadway in Don Quixote, but Richard Harris is not the man we had pictured on page 6 of the Dec. 2 Outlook. The man in the photo, who was identified as Richard Harris, is actually James Harris, dean of the College of Arts and Humanities. Outlook apologizes for the error.

• In the "Verbatim" column of last week's Outlook, an excerpt from the recent Washingtonian article incorrectly indicated that James McGregor Burns was the former director of the Honors Program. Burns served as a distinguished scholar and Jane Lawrence served as director during that time.

Outlook

Outlook is the weekly faculty-staff newspaper serving the University of Maryland campus community. Vice President for University Advancement **Reid Crawford**, Acting Director for External Communications **Teresa Flannery**, Executive Editor **Roland King**, Editor **Jennifer Hawes**, Assistant Editor **Londa Scott**, Letters to the editor, story suggestions and campus information are welcome. Please submit all material two weeks before the Tuesday of publication. Send material to Editor, *Outlook*, 2101 Turner Hall, College Park, MD 20742. Telephone (301) 405-4629; e-mail outlook@umdacc.umd.edu; fax (301) 314-9344. Outlook can be found online at www.inform.umd.edu/outlook/

Queen Anne's Hall Offers Visiting Students a Look at Some Model Digs

Step into room 1129 Queen Anne's Hall and at first glance you'll think you're standing in a University of Maryland student's dorm room. Maryland bedspreads, a Maryland calendar and a teddy bear wearing a Maryland sweater help fill the space.

But look again, the room's immaculate. It seems too clean and neat, you think, to belong to a student. And you're right.

That's because room 1129 is an uninhabited model dorm room, designed for prospective students and their parents to see while touring the campus. Both the Admissions Office and the Department of Resident Life use the model room to give prospective students a firsthand look at a typical University of Maryland dorm room.

"Students need to see what a resident hall looks like," says Tracy Karstetter-Kiras, coordinator for Resident Life's marketing program. "And there is a great demand by students to see exactly what a room looks like," she says, noting that most universities now have some sort of model dorm room.

Neatness aside, room 1129 is a typical dorm room in terms of layout and size, Karstetter-Kiras says. The double room features a bunk bed, desks and plenty of items to give the place that lived-in look, such as a closet filled with clothes and shoes, a tube of toothpaste at the sink and a key rack with a key chain hanging off of it. By knowing the approximate size of a typical dorm room, potential students know what will and will not fit into their room, and how they can best organize their stuff.

"We've had students and parents ask what the exact size of the windows are or what the room dimensions are, for carpet, for example" says Karstetter-Kiras. Most students initially look at the academic side of a university when choosing a school, she says, but when narrowing down the final choice or choices, the decision often can hinge on what their prospective living arrangements will be like.

Karstetter-Kiras says the university introduced the model room four years ago. Before the model room was introduced, she says the campus was doing so many tours, "we felt that it would not be fair to current students to keep having people walking through their dorms, looking in their rooms."

The model room has been an asset, she says. "We are able to provide our guests an opportunity to see a traditional style room without the need to impose on our current students," she says.

The room is a busy tourist attraction on campus, getting some 300 visitors a week. On those days when there are a greater number of campus visitors, such as on "Welcome Maryland" days, the model room can't meet the demand. On those occasions, Karstetter-Kiras says prospective students and their parents tour the high rises and get to peak into an actual current student's room. The students are given plenty of advance notice about the visitor tours, she says.

Queen Anne's Hall was chosen as the perfect site for the model room because it is a traditional—though low-rise—hall, it has a service desk and it is within walking distance of Annapolis Hall, which is where the tours originate. Karstetter-Kiras also says the room is along the path of the Admissions Office's Imager tours.

With its red and white color scheme and university paraphernalia, the room practically screams, "Go Maryland." Posters on the wall reflect the university spirit and all the decorations give potential students a sense of Maryland flair, and get them excited about the university.

The room even has its own sponsor. The Container Store, based in Rockville, is the official sponsor of the model room, supplying items that give students ideas on how to organize their room, such as crates, shelves, and closet and drawer organizers.

The Office of Admissions gives group tours three times a day, five days a week. Resident Life gives tours to both individuals and groups, five days a week between 10 a.m. and 4 p.m.

— NICOLE ANNE HARPOLE and JENNIFER HAWES

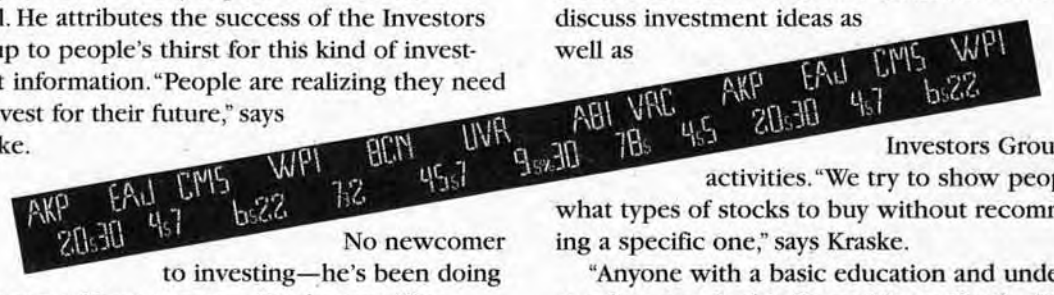
The model dorm room in Queen Anne's offers prospective students a "neat" look at living on campus.

In the Market to Invest? Take Stock of the Investors Group

Continued from page 1

in Bethesda, discussed the importance of early investments. "As the manager of a mutual fund, he had very specific advice," says Kraske. Torray ended up talking with and answering questions from the group for two hours, says Kraske. November's speaker, tax attorney William Conway talked about the new tax law. "He gave us the nuts and bolts, not theory," says Kraske.

Kraske estimates that the number of people on campus who are very sophisticated investors is small. He attributes the success of the Investors Group to people's thirst for this kind of investment information. "People are realizing they need to invest for their future," says Kraske.



No newcomer to investing—he's been doing it for some 15 years now—Kraske says, "I've always liked money a great deal, so I've always had an interest in what it can do, the fascination of how to make more." But for most faculty and staff on campus, he says, the information about retirement options is less than objective. He saw the need for an informative and unbiased presentation of information about how and where to best invest.

Kraske also encourages members and others to look at the group's web site. Located at www.inform.umd.edu/InvestorsGroup the web site offers information about the group and its philosophy, advice on accessing useful internet sites and investment literature, and access to the Investors Group's Terrapin Model Portfolio.

The model portfolio tracks 10 individual stocks followed by members of the group. Recommendations for individual stocks are submitted to Kraske. Each stock is, in turn, evaluated by the group's executive panel, which currently consists of Kraske and fellow members Jeff Cohen and Pavan Mamillapalli, both of Architecture, Engineering and Construction Services. The trio meets at 7 a.m. each Monday to discuss investment ideas as well as Investors Group activities. "We try to show people what types of stocks to buy without recommending a specific one," says Kraske.

"Anyone with a basic education and understanding can do this [invest]," says Kraske. "It's just basic common sense." By investing prudently, on a regular basis, the average investor can accumulate quite a good sum of money, he says.

When Kraske founded the group last November, "maybe 30 people attended" the first meeting. Now, attendance at a given meeting can number in excess of 100. If you'd like to join the group at its next meeting, Dec. 17, the topic is "Estate Planning and Elder Law," featuring attorney Lou Ulman. For location information, please check FYI Digest or call Kraske at 405-9045 or e-mail him at gkraske@libr.umd.edu.

Glendening Launches Prepaid Tuition Initiative

The newly-appointed board of trustees of Maryland's recently launched prepaid tuition program is putting together the final details of a menu of savings plan options that will help Marylanders send their children to college. Governor Parris Glendening's Maryland Prepaid College Trust allows families to "prepay" their children's tuition with a long-term savings plan designed to end the uncertainty surrounding the cost of college.

The program, which was approved by the 1997 General Assembly and will take effect in early 1998, offers tuition savings plans for various combinations of public two- and four-year colleges. Students choosing to attend private or out-of-state colleges will receive the same benefit — minus a nominal administrative fee — that they would receive to attend a public college in Maryland.

"The program offers today's families a measure of protection against the rising cost of higher education," Glendening says, "so that families are not priced out of college or their children priced out of rewarding careers."

Edwin Crawford, who chairs the USM Board of Regents' Finance Committee, heads the seven-member board that governs the program. The board is comprised of three ex officio members and four individuals appointed by Glendening. Ex officio members are Richard Dixon, state treasurer, Louis Goldstein, state comptroller and Patricia Florestano, secretary of higher education. The individual members are Crawford, who resides in Baltimore County, Sheila Lawson of Baltimore County, J. Goodloe Byron of Frederick County and Karl Spain of Montgomery County.

For more information, call the Maryland Prepaid College Trust at 888-4 MD GRAD, or visit the website at www.prepaid.usmd.edu.

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9 December

Training & Development Seminar
9 a.m.-4:30 p.m. "Seven Habits of Highly Effective People," is the Stephen Covey holistic, integrated, principle-centered approach for solving personal and professional problems that's offered by certified Covey leadership facilitators. Registration required. Van Munching Hall. 5-5651.*

Faculty/Staff Computer Training
9 a.m.-Noon "Evaluating Websites." Location TBA, Computer & Space Sciences Bldg. 5-4261.*

1-4 p.m. "Intermediate Microsoft Excel 5.0." Location TBA, Computer & Space Sciences Bldg. 5-4261.*

Lectures
4 p.m. "Quantum Mechanics at the Macroscopic Level," Anthony Leggett, Professor of Physics, University of Illinois, Urbana-Champaign. 1410 Physics Bldg. 5-5945.

4 p.m. "Adding A Collaborative Agent to Graphical User Interfaces," Candy Sidner, Lotus. 3258 AV Williams Bldg.

7:30 p.m. "Why the Kennedy-Nixon Debates Were Better than the Lincoln-Douglas Debates and What This Means for Understanding Citizenship," Michael Schudson, University of California-San Diego. 1113 Van Munching Hall.

10 December

Training & Development Seminar
9 a.m. - Noon "Americans with Disabilities Act" updates participants on ADA and its implications for serving individuals with disabilities on the campus. Registration required. 1101U Chesapeake Bldg. 5-5651.

1-4 p.m. "PRD for Supervisors" offers additional management skills training for supervisors responsible for conducting the PRD process. Registration required. 1101U Chesapeake Bldg. 5-5651.

In the Union
10 a.m. - 5 p.m. "Art & Learning Center's Holiday Craft Fair," Grand Ballroom, Stamp Student Union. 4-7468.

Lectures
Noon, MCB Seminar Series: "A Model for Stoichiometric Packaging of the Three Genomic Segments of dsRNA," Leonard Mindich, Public Health Research Institute. 1208 Zoo-Psych Bldg. 5-8422.

4 p.m. Astronomy Colloquium: "The 3CR Radio Galaxies Revisited," Malcolm Longair, University of Cambridge. 2400 Computer & Space Sciences Bldg.

Faculty/Staff Computer Training
1-4 p.m. "Introduction to PowerPoint," (day 2 of 2) Location TBA, Computer & Space Sciences Bldg. 5-4261.*

11 December

Training & Development Seminar
9 a.m.-4:30 p.m. "Seven Habits of Highly Effective People," is the Stephen Covey holistic, integrated, principle-centered approach for solving personal and professional problems that's offered by certified Covey leadership facilitators. Registration required. Van Munching Hall. 5-5651.*

9 a.m. - Noon "Secrets of Successful Presentations," offers techniques for conquering presentation jitters and for developing a powerful presentation design. Registration required. 1101U Chesapeake Bldg. 5-5651.

In the Union
10 a.m. - 5 p.m. "Art & Learning Center's Holiday Craft Fair," Grand Ballroom, Stamp Student Union. 4-7468.

Faculty/Staff Computer Training
1-4 p.m. "Advanced HTML, (Macintosh)" Location TBA, Computer & Space Sciences Bldg. 5-4261.*

Lecture
3 p.m. Meteorology Seminar: "SEAM: A Spectral Element Atmospheric Model," Mark Taylor, Scientific Computing Division, NCAR. 2400 Computer & Space Sciences Bldg.

12 December

In the Union
10 a.m. - 5 p.m. "Art & Learning Center's Holiday Craft Fair," Grand Ballroom, Stamp Student Union. 4-7468.

3-5 p.m. "Samovar (Music from Russia)" Atrium, Stamp Student Union. 4-7168.

Lecture
11 a.m. "IMPACT: Interactive Maryland Platform for Agents Collaborating Together," V.S. Subrahmanian, department of computer science. 2460 A.V. Williams Bldg. 5-6634.

16 December

Training & Development Seminar
9 a.m. - noon "Interview the Applicant," instructs participants on planning, preparing and conducting an objective interview with a focus on techniques to be in compliance with the campus, state and federal requirements on Equal Employment Opportunity, Affirmative Action and other applicable employment laws. Registration required. 1101U Chesapeake Bldg. 5-5651.

Sing in the Holidays

On Dec. 9 at 8 p.m. the University of Maryland Chorale will hold its Annual Christmas Concert in Memorial Chapel.

Conductor Roger Folstrom will lead the Chorale in traditional motets of Poulenc, Young and Gawthrop, as well holiday carols. The centerpiece of the program will be Vivaldi's Gloria with orchestra. The Pikesville High School Concert Choir, under the direction of Richard Disharoon, will be featured guests. Admission is free.

For more information, call 405-1150.

Calendar Guide

Calendar phone numbers listed as 4-xxxx or 5-xxxx stand for the prefix 314- or 405-. Events are free and open to the public unless noted by an asterisk (*).

All calendar information for Outlook is downloaded directly from inforM's master calendar, located on the Internet at www.inform.umd.edu.

Submissions to inforM can be made by e-mail to: calendar@umail.umd.edu. To reach the inforM calendar editors by phone, call 405-0825.

Listings highlighted in color have been designated as Diversity Year events by the Diversity Initiative Committee.

FOR YOUR INTEREST

Dover Fair

The University Book Center presents the Dover Technical Book Fair today through Thursday, Dec. 11. All Dover Technical books in stock are 20 percent off. (Textbooks excluded.) The University Book Center is located on the lower level of the Stamp Student Union. For more information call 301-314-BOOK.

Lavender List and LGBT Resource Guide

The President's Commission for Lesbian, Gay and Bisexual Issues has compiled "The Lavender List of Courses Offered at UM." The list enumerates courses that center on LGB concerns or include them within their purview.

The Commission also has prepared "UM's Lesbian, Gay, Bisexual and Transgender Resource Guide." Sections include Academic Resources; Campus Organizations; Career Resources; Complaints, Conflict Resolution and Other Problems; Health and Wellness Resources; Where to find LGB Publications on Campus; and Religious Organizations.

Both items may be accessed through the web site of the Commission (www.inform. umd.edu/PCLGBI/). Printed copies of the Resource Guide may be obtained from the chair of the Commission's Resources Working Group, Nancy West, primary care coordinator at the University Health Center.

Seasonal Symphonic Winds

On Dec. 9 at 8 p.m., the Symphonic Wind Ensemble presents a concert in Tawes Theater.

Frederick Fennell will serve as guest conductor and Emerson Head is the trumpet soloist.

For ticket information call 405-1150.

Make the Holidays Special for Those in Need

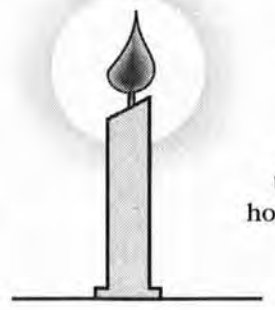
As departments across campus celebrate the holiday season with luncheons and parties, many are also looking to add another element to the festivities. Whether it's collecting canned goods or buying toys for a needy family, many departments want to remember those less fortunate. What they don't know is how to go about adopting a family or which agencies are in need of such contributions.

The Office of Commuter Affairs and Community Service (CACS) is a great resource for that very information. You can call the office at 314-CARE or stop by 1195 Stamp Student Union.

Posted below are some examples of opportunities for making contributions, provided by Megan Sussman, project coordinator, Service Network, CACS. Sussman reminds faculty and staff that there are community service opportunities year-round.

Adopt-A-Family Program

Baltimore County Department of Social Services is sponsoring an Adopt-A-Family program. The organization needs people to sponsor one or more families ranging in size from three to seven members. Donors fill out a form indicating the number of families they want to sponsor and the family size. Once a match is made between the donor and family, donors contact the head of the household to see what the family is in need of. Typically, donors give presents, clothes or a holiday meal. For more information and a donor form, call 410-887-3024.



Dec. 25 Service Project

The D.C. Jewish Community Center needs more than 1,000 volunteers for its Dec. 25 service project. Volunteers will serve at soup kitchens, hospitals, schools, shelters and nursing homes throughout the metropolitan area. Interested volunteers should apply soon. Stop by Community service Programs for an application or contact Alicia Berkowitz at 202-518-9400.

Call for Card Santas

The Card Santa Program has put out a call for homemade or purchased holiday cards to be given to the lonely this holiday season. Now in its third year, the Card Santa Program has distributed more than 70,000 cards to senior citizens homes, homeless shelters, orphanages and hospitals.

Send cards by Dec. 12 to Card Santa Program, 4301 N. Fairfax Dr., Suite 190, Arlington, Va. 22203. There is no need to include a full name or address but indicate whether the card is for an adult or child.